

**MINUTES**  
**MANITOWOC COUNTY**  
**Extension Education and Agriculture Committee**

**DATE: Thursday, April 15, 2021**

**TIME: 4:45 P.M.**

**PLACE: Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI**

**MINUTES:**

1. **Meeting called to order** at 4:45 p.m. by Chair Wagner.
2. **Roll call:** Present: Supervisor Wagner, Supervisor Cavanaugh, Supervisor Martell and Supervisor Niels. Absent Supervisor Hansen. Also present: Kevin Palmer, 4-H Youth Development Educator and Judy Knudsen, Department Director.
3. **Approval of Agenda.** Motion made by Supervisor Cavanaugh and seconded by Supervisor Niels to approve the agenda. Motion approved with all voting aye.
4. **Public Comment** – None.
5. **Minutes.** Motion made by Supervisor Neils and seconded by Supervisor Cavanaugh to approve minutes of February 18, 2021 meeting. Motion approved with all voting aye.
6. **Correspondence** – None.
7. **Program Highlight**

Kevin Palmer, 4-H Youth Development Educator shared the following updates.

- “Fill the Hill With 4-H Clovers” was a success with 285 clover signs were paid for and placed on the sledding hill. Fund raiser generated approximately \$6,000.
- Winter Leadership Camp was held virtually the second weekend of February with 44 youth participants. Much creativity went into planning this event to make it engaging for young people. Very positive evaluation results were shared.
- Tractor safety training is being held on Saturdays during April. Class is full.

**8. Department Director Report:**

- COVID-19 Updates from Extension.
  - Educators will be back in the office fulltime on July 1, 2021.
  - While there is not as mask mandate in Wisconsin, the University of Wisconsin is requiring participants to wear masks.
  - Number of participants allowed at Extension programs will increase.
- Update on vacant positions.
  - 4-H Youth Development Educator position is currently being advertised.
  - Staff of vacant Agriculture Educator positions in Northeast Wisconsin will be discussed on April 29, 2021.
- Budget review/progress – 2021 to date. No questions or comments.
- March Newsletter was shared.

**9. Next Meeting:** Thursday, June 17, 2021 at 4:45 p.m.

**10. Adjournment:** Motion made by Supervisor Cavanaugh and seconded by Supervisor Martell to adjourn meeting. Motion carried all voting aye. Meeting adjourned at 5:20 pm.

Recorded by Judy Knudsen, Department Director  
April 15, 2021